

☒ UNCLASSIFIED☐ INTERNAL
USE ONLY☐ CONFIDENTIAL☐ SECRET

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

PRE-PAID LEGAL PLAN

FROM

CIB

EXTENSION

NO.

DATE

11-21-77

STAT
STAT

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. DC/BSD

2.

3.

4.

5.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

Bill- Have set up
a meeting for Tues.
29 Nov @ 900 with
attorneys
and his associate

STAT

to
hear their p.p. legal
program pitch.

STAT

I have contacted
Cover + Security to invite
their participation.

~~I were unable~~
to locate a conf. rm. so
we will squeeze in your
room or use
if he is out.

STAT

STAT

STAT

ROOM 3E14
(go thru LSD office)
MEM
11/22

FORM
3-62610 USE PREVIOUS
EDITIONS☐ SECRET☐ CONFIDENTIAL☐ INTERNAL
USE ONLY☐ UNCLASSIFIED

1 NOV 1977

NOTE FOR: Acting Director of Personnel

SUBJECT : Proposed Prepaid Legal Plan

[redacted]
1. Recommend that [redacted] and [redacted] arrange a meeting with him. [redacted] would also have a [redacted] and/or OS representative attend and cover the following points:

- a. Secure handling and protection of cover.
- b. Clearance of Plan's attorneys.
- c. ~~Service to be provided and costs.~~
- d. ~~Enrollment procedure, billing, and other administrative details.~~

2. If you approve this approach, I will have [redacted] proceed with the meeting and keep you advised of our progress.

[redacted]
Chief, Benefits and Services Division

APPROVED:

11 NOV 1977

Date

[redacted]
Acting Director of Personnel

Distribution:

- 0 - Return to C/BSD
- 1 - AD/Pers
- 1 - BSD (w/held)

[REDACTED]
ATTORNEY AT LAW

October 20, 1977

[REDACTED]
Deputy Director of Personnel
Central Intelligence Agency
Washington, D. C. 20505

RE: PRE-PAID LEGAL PLAN

[REDACTED]
[REDACTED] has talked with you about the
Pre-Paid Legal Plan offered by our firm, and, as we
understand, has shown you our schedule of services.

We are writing at this time to advise that we
are available at your convenience to answer any questions
you may have regarding the plan, and to present our program
to you.

Our plan is far more comprehensive than any other
private plan we know of. In addition, we have experience
in this area, having conducted and serviced such a plan as
long ago as 1974.

Sincerely,

[REDACTED]
cc: Mr. Anthony Laphan, Esquire

STAT
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